

EQUIPMENT INVENTORY

| | | | |
|---|--|-----------|-----------|
| Use reverse side to list equip- if necessary. | | COMPONENT | ROOMS: |
| DATE: | | | |
| CORRESPONDENCE EQUIPMENT | | | TOTAL NO. |
| 2 DRAWER LEGAL SAFE WITH COMBINATION LOCK | | | |
| 4 DRAWER LEGAL SAFE WITH COMBINATION LOCK | | | |
| 2 DRAWER LETTER SAFE WITH COMBINATION LOCK | | | |
| 4 DRAWER LETTER SAFE WITH COMBINATION LOCK | | | |
| 4 DRAWER LEGAL CABINET WITH OR WITHOUT LOCK | | | |
| 5 DRAWER LEGAL CABINET WITH OR WITHOUT LOCK | | | |
| 4 DRAWER LETTER CABINET WITH OR WITHOUT LOCK | | | |
| 5 DRAWER LETTER CABINET WITH OR WITHOUT LOCK | | | |
| OTHER (Describe) | | | |
| CARD FILE EQUIPMENT | | | TOTAL NO. |
| 5 DRAWER 3X5/5X8 CARD SAFE WITH COMBINATION LOCK | | | |
| 6 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 7 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 8 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 9 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 10 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 15 DRAWER 3X5 CABINET WITH OR WITHOUT LOCK | | | |
| 16 SLIDES 3X5/5X8 KARDEX WITH COMBINATION LOCK | | | |
| 17 SLIDES 3X5/5X8 KARDEX WITH COMBINATION LOCK | | | |
| 17 SLIDES 3X5/5X8 KARDEX WITH OR WITHOUT LOCK | | | |
| SAFE-T-STAK UNITS FOR 3X5 CARDS | | | |
| SAFE-T-STAK UNITS FOR 5X8 CARDS | | | |
| OTHER (Describe) | | | |
| MAP FILE EQUIPMENT | | | TOTAL NO. |
| 5 DRAWER MAP SECTION(S) | | | |
| MAP CASE, VERTICAL WITH COMBINATION LOCK | | | |
| OTHER (Describe) | | | |
| SHELVING | | | TOTAL NO. |
| ADD-A-SHELF - 33-11/16"-10-1/4" X 11-3/4" - LETTER SIZE | | | |
| ADD-A-SHELF - 33-11/16"-10-1/4" X 14-3/4" - LEGAL SIZE | | | |
| LIBRARY SHELVING UNITS | | | |
| OTHER (Describe) | | | |
| BOOKCASE SECTIONS | | | TOTAL NO. |
| METAL OR WOOD, GLASS FRONT - SECTIONS | | | |
| OTHER (Describe) | | | |